

Site Plan: Wireless Tier 1 (Administrative Site Plan)			
EFFECTIVE 9/15/2013		FEES*	INITIAL DEPOSIT*
PDS PLANNING			\$2,000
ENVIRONMENTAL			\$3,610
PDS REVIEW TEAMS			\$1,205
STORMWATER			\$695
DEH	SEPTIC/WELL	\$382	
	SEWER		
PDS TRAILS REVIEW		\$340	
VIOLATION FEE ( <i>not included in total</i> )		\$1,000	
<b>INITIAL DEPOSIT &amp; FEE TOTAL</b>			
<b>\$7,850</b> (Sewer)			
<b>\$8,232</b> (Septic/Well)			

\* Use our [Discretionary Permit Cost Guide](#) to estimate the County portion of your project's cost.

**PLEASE FOLLOW ALL INSTRUCTIONS CAREFULLY TO AVOID DELAYS IN PROCESSING.**

**PART A:**

All listed items must be completed, signed and saved as PDF files on a USB Flash Drive. PDS forms are available at <http://www.sdcountry.ca.gov/pds/zoning/ZoningNumeric.html> and at the links below.

- Plot Plan (**see Note #4**)
- Geographic Service Area, Photosims & Narrative (**see Note #6**)
- [126 Acknowledgement of Filing Fees and Deposits](#) (**see Note #1**)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel \(and any Deeds\)](#)
- [346S Supplemental Application](#)
- [367 Application for an Environmental Initial Study \(AEIS\)](#)
- [581 Plan Check Pre-Application Notice](#)
- [LUEG-SW Stormwater Intake Form for Development Projects](#)

**PART B:**

In addition to **PART A** on a USB Flash Drive, all items listed under **PART B** must be completed, signed and submitted as paper hard copies.

- Plot Plan: **Ten (10) hard copies.**
- [346 Discretionary Permit Application](#): **One (1) hard copy.**
- [346S Supplemental Application](#): **One (1) hard copy.**
- [581 Plan Check Pre-Application Notice](#): **One (1) hard copy.**
- [LUEG-SW Stormwater Intake Form for Development Projects](#): **Two (2) hard copies.**

In addition to the above requirements, all wireless telecommunication projects are required to submit additional information listed under the Wireless Facilities Section in the **PDS-506 Site Plan Applicant's Guide**. (For example: Geographic Service Area Maps, Alternative Site Analysis, Photo-simulation, etc.)

**PART C:**

All items below are informational only and not to be submitted.

<u>090</u>	<u><a href="#">Typical Plot Plan</a></u>
<u>209</u>	<u><a href="#">Defense and Indemnification Agreement FAQs</a></u>
<u>267</u>	<u><a href="#">Appointment Letter</a></u>
<u>506</u>	<u><a href="#">Site Plan Applicant's Guide</a></u>
<u>906</u>	<u><a href="#">Signature Requirements</a></u>
	<u><a href="#">Grading Plan Handout for Site Plans/ Major Use Permits</a></u>

Submittal Appointments are no longer required.

**Check-in at the main PDS counter no later than 3:30 p.m.**

Submittal package **MUST BE** complete.

#### **NOTES:**

1. If the Financially Responsible Party (FINRESP) wants to designate an additional DEPOSITOR (such as an Agent or Permit Runner) to make online deposits to the FINRESP'S Trust Account(s), then the FINRESP and the DEPOSITOR must be Accela Citizen Access Registered Users and complete all of form PDS-126. Register at: <https://publicservices.sdcounty.ca.gov/citizenaccess>.
2. Save each complete Study, Report, Plot Plan, Map, etc., as a single PDF file onto One (1) USB Flash Drive. Submit only the requested files. Provide only one (1) USB Flash Drive at intake. All files must have all security restrictions and passwords removed. PDF files must be named by either "Form Number" (example: PDS-399F), or "Title of the submitted study" (example: Fire Protection Plan).
3. Please note: USB Flash Drive will not be returned.
4. Ten (10) copies of the Plot Plan, Elevations and Concept Landscape Plan (if any). Stapled together and folded to 8½" x 11" with the lower right-hand corner exposed.
5. If the project is in a special area, those requirements must also be followed.
6. Three (3) copies of Geographic Service Area (before and after), three (3) copies of Visual Impact Analysis (photosims), and three (3) copies of a Narrative addressing the requirements listed in Section 6984 of the County Zoning Ordinance.
7. Inform applicant that project goes to local Community Planning Group and/or Design Review Board for recommendation.
8. If project is a violation, plans must have Code Compliance Officer's stamp before accepting the application.
9. **Cell Sites Adding Generators:** Existing approved projects that are adding generators require a modification to the existing permit. Also, do not accept **PDS Review Teams** money as they don't need to review. There is no distribution to **PDS Review Teams**. Put a note on the PDS-346 Form telling PPS not to distribute to **PDS Review Teams**.

**MAXIMUM OF 3 SITES ON 1 PARCEL (MAY BE WAIVED).**